Applicant Briefing Public Assistance (PA) Program

FEMA-DR-4512-VA
"COVID-19"

Presented by the
Recovery Section of the
Virginia Emergency Support Team (VEST)

Agenda

- General Public Assistance Overview
- Roles and Responsibilities
- Public Assistance Eligibility
- Public Assistance Delivery Model
- FEMA's Streamlined Application Process Grants Portal Walk-through https://grantee.fema.gov
- Submit Requests for Public Assistance (RPAs)
- Adjourn

Goals

- Important Dates & Deadlines
- Become Familiar with FEMA's Streamlined Application Process
- Log into Grants Portal
- Submit Request for Public Assistance (RPA)
- Questions/Answers

Resources



Home Disasters & Emergencies Recover Resources News Contact Us

Disaster Grants

You are here: Home / Coronavirus / Disaster Grants and Loans / Disaster Grants

https://www.vaemergency.gov/coronavirus/disaster-grants-and-loans/gov-ngo/



Public Assistance (PA)

Assistance to state and local governments, and certain private non-profit organizations, for use in the response and recovery phases following a Presidential disaster declaration.

PA is a reimbursement program based on eligible costs incurred

FEMA Grant Programs Snapshot

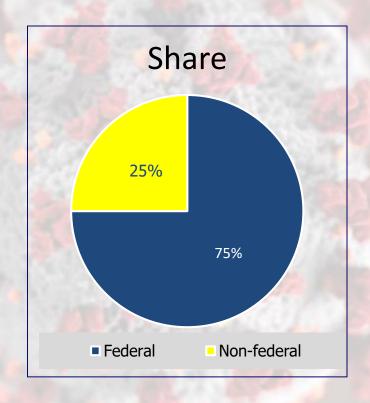


\$4.7 BILLION/YEAR 51% OF ALL GRANTS

PUBLIC ASSISTANCE \$4.7B/YEAR INDIVIDUAL ASSISTANCE \$.72B/YEAR PREPAREDNESS GRANTS \$3.2B/YEAR MITIGATION GRANTS \$.71B/YEAR

Public Assistance Cost Share

- FEMA will reimburse no less than 75% of eligible costs for project within the Category B Guidance specific to COVID-19.
- The non-federal share, remaining 25%
 - ❖ State agency share − 0%
 - Local government share based on Local Council of Governments Fiscal Stress Index
 - ❖ Tribal government share 25%
 - Private non-profits share 25%
- Thirds party donations for eligible work performed, if documented, may off-set the 25% non-federal share. Volunteer rate is \$27.50 per hour



Common Terms

- Applicants: Entities submitting a request for assistance under the recipient's federal award.
- Subrecipients: Applicants who have received a subaward from the Recipient and is then bound by the conditions of the award and subaward.
- **Recipients:** The State or Tribal government that receives funding under the disaster declaration and disburses funding to approved subrecipients.
- **FEMA:** The federal awarding agency authorized to manage the program.

A Tale of Two Portals

VirginiaPA.org







VirginiaPA.org

- A web-based portal which manages the Public Assistance (PA) Program
- Was utilized for damage assessment process
- Automatic feed from FEMA's systems, so when funds are obligated you will see them in VirginiaPA.org
- VirginiaPA.org will be utilized from federal obligation through closeout.

VirginiaPA.org

Allows you to:

- Access project information
- Submit requests for reimbursement
- Monitor the status of payments
- Submit Quarterly Reports
- Request extensions and scope of work changes
- Generate financial reports
- Request for closeout of project

FEMA Grants Portal

- Submission of RPA
- Submission of documentation
- Projects are written and signed
- All reviews and approvals take place
- Monitor & Manage projects
- Creates Transparency across all levels of government
- Must use Mozilla Firefox for full functionality

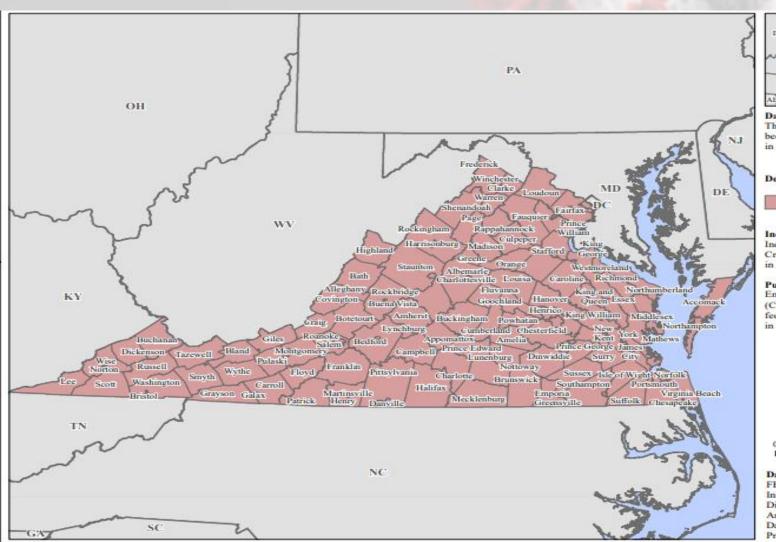
Roles and Responsibilities

Applicant	Recipient (VDEM)	FEMA
 Creates/Maintains Organization Profile in Grants Portal (GP) Attends Applicant Briefing Submits Request for Public Assistance (RPA) in GP Completes COVID-19 Streamlined Project Application and Uploads in GP Provides supporting documentation 	 Activates Organization Profiles in GP Conducts Applicant Briefing(s) Reviews RPA and makes recommendation Administers Grant Awards Grant management including reimbursement requests, scope of work changes, time extensions, and closeout 	 Approve RPAs Determine Eligibility Issue Determination Memos

Declaration Summary

- President declared National Emergency on March 13, 2020.
- Major Disaster Declaration for Virginia on April 2, 2020.
- Statewide Public Assistance
 - Category B- Emergency Protective Measures
- Cost Share: 75% Federal, 25% non-federal

FEMA-DR-4512-VA

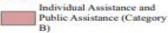




Data Layer/Map Description:

The types of assistance that have been designated for selected areas in the Commonwealth of Virginia.

Designated Counties

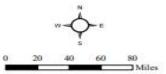


Individual Assistance:

Individual Assistance limited to the Crisis Counseling Program in all areas in the Commonwealth of Virginia.

Public Assistance:

Emergency protective measures (Category B), including direct federal assistance, for all areas in the Commonwealth of Virginia.



Data Sources: FEMA, ESRI:

Initial Declaration: 04/02/2020 Disaster Federal Registry Notice: Amendment #1: 04/30/2020 Datum: North American 1983 Projection: Lambert Conformal Conic

MapID 7dbf471902f0501201023hgprod

Incident Period

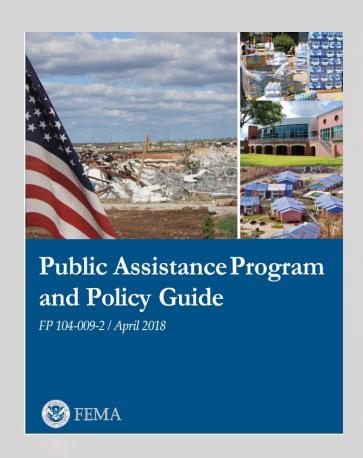
Reimbursement costs under Category B,
 Emergency protective Measures, must have incurred between January 20, 2020 – and ongoing, and be directly related to the disaster.

 Period of Performance of Emergency Work is October 2, 2020

Damage Assessment Summary (Un-validated)

Applicant Type	Number of Applicants	Total
State Agencies	63	\$301,279,568
Colleges/Universities	37	\$100,287,353
Counties	89 of 95	\$66,529,778
Cities	35 of 38	\$25,829,789
Towns	28 of 190	\$1,928,282
Public Schools	29	\$26,840,620
Other govt Authorities/Special Districts/Community Svcs Boards (CSBs)	21	\$106,963,499
Private Nonprofits (PNPs): Applicant Pre-Screening		
Process ongoing	123	\$320,243,309
Total	425	\$949,902,192

PA Program and Policy Guidance



 Establishes guidance and eligibility criteria for the Public Assistance Program

https://www.fema.gov/medialibrary/assets/documents/111781

Public Assistance COVID-19 Specifics

- COVID-19 Eligible Work Activities Must (Category B Only)
 - -be required as a result of COVID-19
 - -be located within the designated area
 - -be the legal responsibility of an eligible Applicant
 - -be at the direction or guidance of public health officials
- See FEMA Fact Sheet <u>Coronavirus</u> (COVID-19) <u>Pandemic: Eligible</u> <u>Emergency Protective Measures</u>

Eligibility Pyramid

4 Components

COST

WORK

FACILITY

APPLICANT



Applicants

- Only eligible applicants can apply directly to FEMA for reimbursement of eligible Category B Costs
- Organizations that do not meet the definition of an eligible applicant, but are performing eligible work on behalf of an eligible applicant may see reimbursement of costs through an MOU with the applicant

Eligible Applicants

- State agencies, colleges and universities, and community colleges
- Counties, cities, and incorporated towns
- Federally recognized tribal governments
- —Special governmental districts, authorities, or boards
- Certain private non-profit organizations

Private Non-Profit Organizations

- Private Non-Profit organizations must have a ruling letter from the Internal Revenue Service (IRS) granting a tax exemption under Section 501(c), (d), or (e) of the IRS Code of 1954; or
- They must have documentation from the State substantiating that the non-revenue producing organization or entity is a non-profit entity organized or doing business under state law.

Eligibility

4 Components

COST

WORK

FACILITY

APPLICANT

Eligible Facility

- Located in disaster area
- Not under the specific authority of another Federal Agency
- Be in "active use"
- Must be owned or operated by the applicant

PNP Facility Eligibility

 For PNPs, an eligible facility is one that provides an eligible service, which includes education, utilities, emergency, medical, custodial care, and other essential social services.

PNP Facility Required Documentation

- If the Applicant owns the facility, proof of ownership
- If the Applicant leases the facility, proof of legal responsibility to perform eligible work
- List of services provided in the facility and when and to whom
- Who is allowed membership
- What fees are charged
- Policy regarding waiving memberships

PNP Facility Considerations

- Education/School
 - Proof that the school is accredited or recognized b the state Department of Education.
- Child Care Facility
 - Proof that the State Department of Children and Family Services, Department of Human Services, or a similar agency, recognizes it as a licensed child care facility.
 - Child care has been deemed ineligible at this time by FEMA in relation to COVID-19.
- Mixed-use facility
 - Proof of the established purpose of the facility with documentation such as:
 - Pre-disaster charter, bylaws, and amendments
 - Calendar of activities

Eligibility

4 Components

COST

WORK

FACILITY

APPLICANT

Eligible Work

- Must be Direct Result of Disaster
- Must be located within Designated Disaster
 Area
- Must be <u>Legally Responsible</u>
- Must be done to:
 - Save lives
 - Protect Public Health and Safety
 - Eliminate or lessen the immediate threat

FEMA COVID-19 Work Eligibility Guidance

Management and Control to Reduce the Immediate Threat

Emergency Medical
Care

Medical Sheltering (when existing facilities cannot accommodate)

Other Resources

Eligible Work - Category B

Eligible Work

Emergency Operation Center costs

Training specific to the declared event

Disinfection of eligible public facilities

Technical assistance to state, tribal, or local governments on emergency management and control of immediate threats to public health and safety

Management and Control to Reduce the Immediate Threat

Eligible Work - Category B

Eligible Work

Non-deferrable medical treatment of infected persons in a shelter or temporary medical facility

Related medical facility services and supplies

Temporary medical facilities and/or enhanced medical/hospital capacity (for treatment when existing facilities are reasonably forecasted to become overloaded in the near term and cannot accommodate the patient load or to quarantine potentially infected persons)

Use of specialized medical equipment

Medical waste disposal

Emergency medical transport

Emergency Medical Care

Medical Sheltering - Category B

Eligible Work

All sheltering must be conducted in accordance with standards and/or guidance approved by HHS/CDC and must be implemented in a manner that incorporates social distancing measures

Non-congregate medical sheltering is subject to **prior approval by FEMA** and is limited to that which is reasonable and necessary to address the public health needs of the event, is pursuant to the direction of appropriate public health officials and does not extend beyond the duration of the Public Health Emergency

Medical Sheltering is further defined by FEMA for COVID-19 (e.g. when existing facilities are reasonably forecasted to become overloaded in the near future and cannot accommodate needs)

Medical Sheltering (when existing facilities cannot accommodate)

Non-Congregate Sheltering

- Eligible applicants may be reimbursed for costs to shelter specific populations at the direction of a public health official
- Statewide approval for homeless populations through May 30, 2020
- Statewide approval for first responders (fire, EMS, law enforcement, emergency management, and certain public health officials in the field) through May 16,
 2020

Other Resources - Category B

Eligible Work

Purchase and distribution of food, water, ice, medicine, and other consumable supplies, to include personal protective equipment and hazardous material suits Movement of supplies and persons

Security and law enforcement

Communications of general health and safety information to the public

Search and rescue to locate and recover members of the population requiring assistance

Reimbursement for state, tribe, territory and/or local government force account overtime costs

Household pet sheltering and containment actions related to household pets in accordance with CDC guidelines

Other Resources

Eligibility

4 Components



COST

WORK

FACILITY

APPLICANT

Duplication of Benefits

- FEMA PA Program cannot duplicate funding assistance received for the same purpose under other federal programs such as the CARES Act, OR through insurance proceeds (i.e., FEMA PA is the last program for federal assistance)
- FEMA may cover eligible costs not covered by other funding sources

Duplication of Benefits

- While some activities may be listed as eligible for funding through multiple programs
 - Final reimbursement determinations will be coordinated by HHS, CDC, and FEMA

Eligible Costs

- Incurred by an Eligible Applicant
- Directly tied to the performance of Eligible Work
- Necessary and reasonable to accomplish the Eligible Work
- Properly documented
 - –Consistent with Applicant's established policies (Insurance, personnel, etc.)
 - As detailed in a Mutual Aid Agreement or Memorandum of Understanding (MOU)

Eligible Costs

- Compliant with all Federal, State, Local Regulations
 - Procurement
 - Environmental & Historic Preservation
 - —Permitting
- Reduced by all applicable credits (Insurance, Fair Market Value, etc.)
 - Cannot be duplicated by multiple funding sources

Cost Categories

- Direct Costs:
 - Force Account (Inside Sources):
 - Labor
 - Equipment (FEMA rates apply)
 - Materials
 - Contract Costs (Outside Sources)

Cost - Labor

- Labor rates must be based on the applicant's pre-disaster labor policy, that is uniformly applied
- Category B Only overtime is eligible

Cost - Equipment

- Force Account Equipment
- State, Local, or FEMA 2019 Equipment Rates https://www.fema.gov/schedule-equipmentrates
- Other Leased/Rental Equipment

Cost - Supplies & Materials

- Used for Eligible Work
- Reasonable and Necessary

Cost - Contracts

- Eligible if:
 - Comply w/Federal, State, and Localprocurement procedures 2 CFR 200.317-
 - Procurement Disaster Assistance Team
 - https://www.fema.gov/procurementdisaster-assistance-team

COVID-19 Procurement

▼ Disaster Procurement for State Agencies

Procurement by state agencies, there are only three requirements as set forth in 2 CFR 200.317:

- 1. Follow your own state procurement rules.
- Use recycled materials to the extent possible (probably not relevant to most pandemic purchasing)
- 3. Include the required federal contract clauses, as applicable

PDAT Contract Provisions Template

COVID-19 Procurement

▼ Disaster Procurement for local and tribal governments, and eligible nonprofit organizations

Local governments and PNPs must meet the more detailed requirements set forth in 2 CFR 200.318-326. The "Top 10 Procurement Mistakes" highlights those rules.

To summarize the competition rules:

- For purchases under \$10,000 or the applicant's own micro-purchase threshold (whichever is less), no competitive quotes are required as long as the price is reasonable. To the extent practical, purchases should be distributed among qualified suppliers.
- For purchases under \$250,000 or the applicant's own small purchase threshold (whichever is less), price quotes should be sought from at least three qualified sources.
- For purchases above \$250,000 or the applicant's own small purchase threshold (whichever is less), competition is generally required.



Categories of Work

- Emergency Work must be completed within 6 months
 - Category B Emergency Protective Measures directly related to COVID-19
- Administrative Costs
 - Category Z Management Costs.
 - For applicants, this can be up to 5% of the federal-share of your combined projects at the end of the disaster and is used to cover administrative costs related to the project management for Category B projects. Documentation must be submitted to justify how these costs have been spent.

Category Z- Management Costs

- FEMA provides contributions for managements costs based on actual costs incurred up to:
 - —7 percent of the total award amount for the Recipient, excluding Subrecipient management costs.
 - —5 percent of the total award amount for each Subrecipient.
- The total award amount, for the purposes of calculating cost contribution, is the actual eligible PA project cost (Federal and non-Federal Share) after insurance and any other reductions.

Requirement for Reimbursement

DOCUMENTATION!

DOCUMENTATION!



DOCUMENTATION!

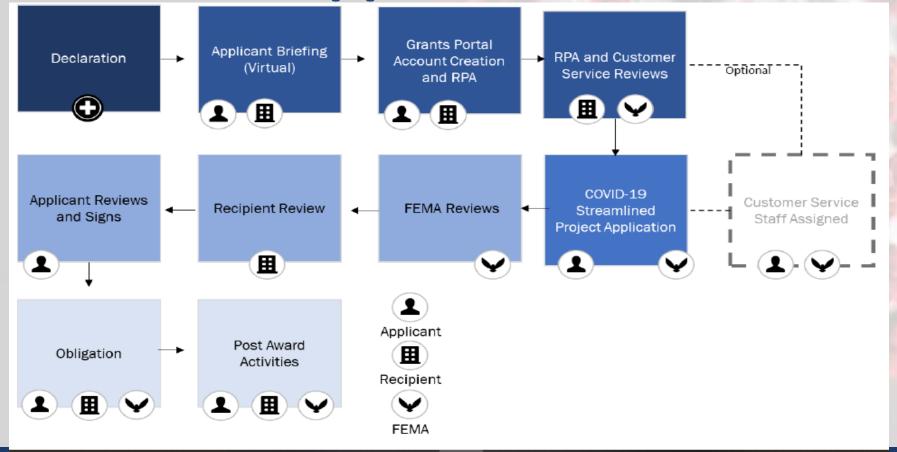
Documentation

- Applicants are responsible for detailing their activities and providing supporting documentation, to include:
 - Established policies: Insurance, personnel, procurement
 - Insurance Statement of Loss or received reimbursement (if applicable)
 - Any COVID-19 proclamations or orders
 - Invoices, estimates, or bids

Documentation

- Force Account labor, equipment, and material quantities and rates/costs
- 2019 FEMA equipment rates:
 https://www.fema.gov/media-library/assets/documents/136901

COVID-19 Streamlined Project Application



FEMA Customer Service Staff

 If you would like a FEMA Program Delivery Manager (PDMG) to assist you please email recovery@vdem.virginia.gov



TYPES OF PROJECTS

- TWO TYPES
 - -Small
 - -Large

Determined by \$ amount tied to completion of "Scope of Work"

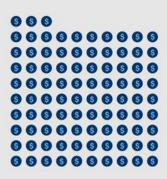
Small Project Thresholds

- \$3,300 Minimum amount of eligible costs required to meet the threshold for Small Project Grants
- Small projects costs is less than \$131,100.
 - Small project funding is based on estimated costs, if actual costs are not yet available.

Large Project Thresholds

- Large project threshold amount:
 - \$131,100 or more based on documented actual costs.

Historical Trends



§ § § §



93% OF PROJECTS ARE SMALL <\$120,000 6%
OF PROJECTS ARE
LARGE >\$120,000

1%
OF PROJECTS ARE VERY LARGE >\$1M

20%
OF GRANT DOLLARS

26% OF GRANT DOLLARS

54%
OF GRANT DOLLARS

Data from FY 2007-2013.

Project Versions

- Since the incident period is open, there may be multiple versions of a project based on additional costs incurred
- The first version of the project will be written on costs incurred to date and cost estimates with sufficient documentation
- Remaining versions will be applicant dependent

RPA Submission

- RPAs must be submitted in the FEMA Grants
 Portal https://grantee.fema.gov
- Currently the RPA deadline is to be determined as it is dependent on the end of the National Public Health Emergency

Private Non-Profit Organizations

- If your organization has not been included in a disaster since 2018, VDEM will need to create an organizational profile on your behalf
- If you have not already done so, please fill out the PNP survey – so we can collect the necessary information to support an organizational profile.

PNP Survey

- Not all PNPs will be eligible
- Survey allows VDEM and FEMA to identify eligible
 PNPs and to move them into Grants Portal
- https://www.vaemergency.gov/wpcontent/uploads/2020/04/PNP COVID-19 PA Pre-Screening-Template-13Apr v21.docx

Methods for Account Setup and RPA Submission

For an Applicant without a Grants Portal Account

- An Applicant can create an account and submit an RPA directly through Grants Portal (COVID-19 Declarations only and not available to PNPs or tribes)
- An Applicant can request an account from the Recipient
- An Applicant can request an invitation from the Recipient to create an account

For an Applicant with existing Grants Portal Accounts

- An Applicant can submit an RPA directly through Grants Portal
- An Applicant can request an RPA is submitted by the Recipient on their behalf

Submitting your RPA in the FEMA Grants Portal: Applicants with existing Grants Portal Account

Grants Portal

♣ GP-R00207 ▼

X



My Organization

City of Whitmond for GP-R00207
(GP-R00207)

Organization Profile
Organization Personnel
Applicant Event Profiles
Exploratory Calls
Recovery Scoping
Meetings
Projects
Damages
Work Order Requests

Work Orders

✓ My Tasks

Resources

A Your parent organization has been assigned as the primary Grantee for one or more disasters and you may submit a Request for Public Assistance (RPA) to FEMA's Public Assistance program.

Click here to submit a RPA for your organization.

Your dashboard has no tiles!

The **Dashboard** is a great place to put the Grants Portal data that you care about the most.

The Dashboard is made up of tiles that display the most *important* info about a particular item or set of items in the system.

Any time you find data that you want to keep track of, click "\(\shi\)" at the top of the page or section - a tile will be created for that particular data.



Emergency Management







Change Organization

My Organization

City of Whitmend for GR-R00207
(GP-R00207)

Organization Profile

Organization Personnel

Applicant Event Profiles

Exploratory Calls

Recovery Scoping
Meetings

Projects

Damages

✓ My Tasks

Work Orders

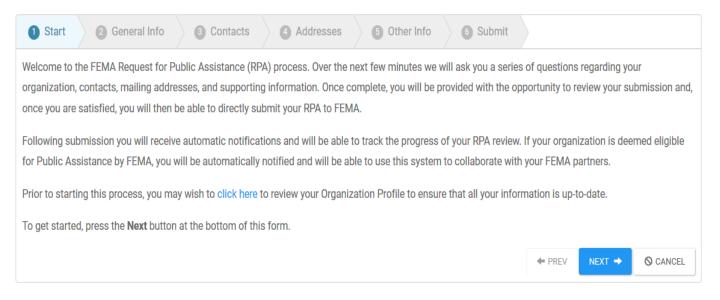
Work Order Requests

E Calendar

Utilities

Resources

Request Public Assistance











City of Whitmond for GP-R00207 (GP-R00207)

Organization Profile

Organization Personnel

Applicant Event Profiles

Exploratory Calls

Recovery Scoping
Meetings

Projects

Damages

Work Orders

✓ My Tasks

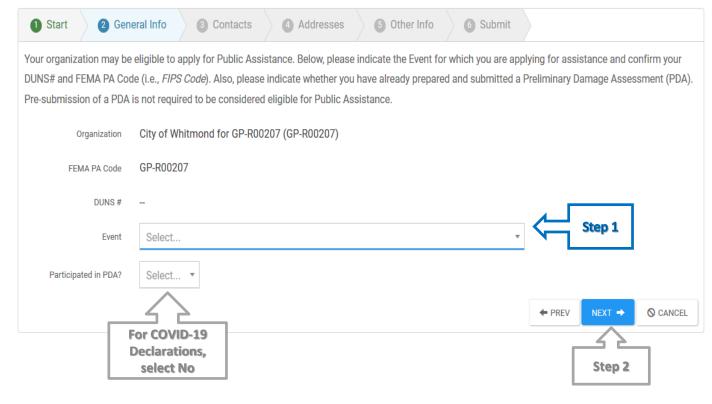
Calendar

Utilities

Resources

Work Order Requests

Request Public Assistance



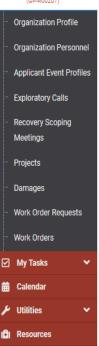


Emergency Management



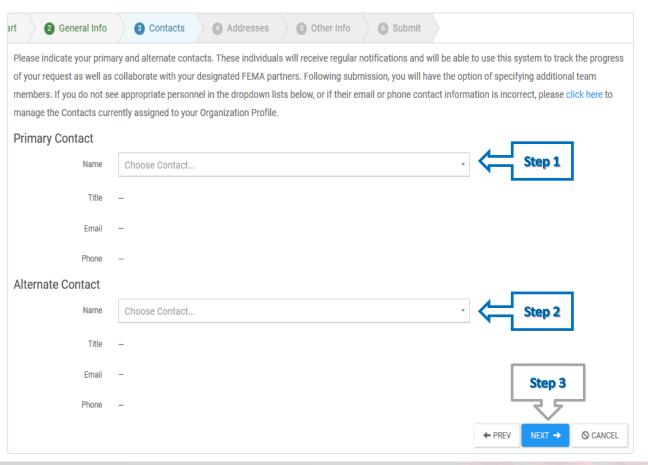






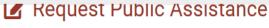
Intelligence

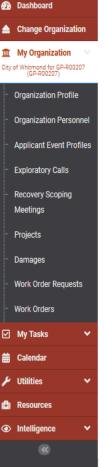
Request Public Assistance

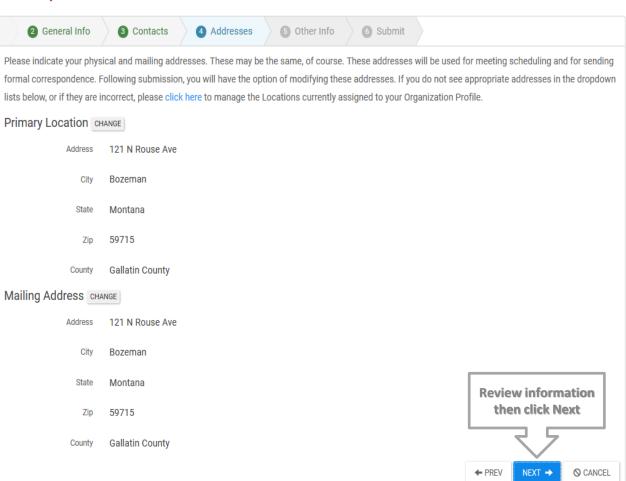


Grants Portal



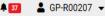




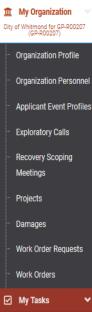












 Calendar

Resources

Intelligence

Request Public Assistance

2 General Info	3 Contacts Addresses S Other Info Submit	
Please use the area below if you would like to provide any additional information; for instance, you may provide a brief narrative describing why your organization is requesting assistance. This is optional, and you may press next at the bottom of the form to skip this step.		
Comments		
	Limit 500 characters	
	← PRE	V NEXT → ⊗ CANCEL

After clicking next, review information on the screen to make sure everything is correct. Click Submit once complete.

Submitting your RPA in the FEMA Grants Portal:
Actions for an Applicant without Existing Grants Portal
Accounts

The Applicant goes to the Grants Portal home page at https://grantee.fema.gov/where they can click "Register your Organization and Request Public Assistance"

	This site is intended for demonstration purposes only. Do not use this site to process or submit actual PA requests or to enter production data.			
PASSWO	RD	Forgot your password?		
SIGN IN				
Register Your Organization to Request Public Assistance				

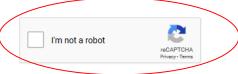


Welcome to the FEMA Grants Portal Registration!

This registration process is designed to assist you in quickly setting up your State and Local Government FEMA account and requesting FEMA Public Assistance Funding. Once you verify yourself below, you will be required to provide basic information about your organization to be used during the approval of your request. You will have **1 hour** to complete this process.

Note: Non-profit organizations and tribal government organizations should first reach out to their local Emergency Management Department, or appropriate State Emergency Management representative to apply for Public Assistance Funding. If you are an **individual** looking for Individual Assistance, please go to **disasterassistance**.gov.

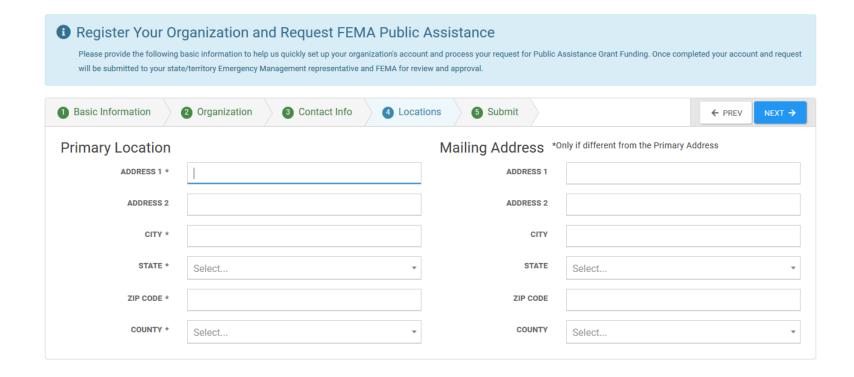
Please verify you are a human by clicking the link below.

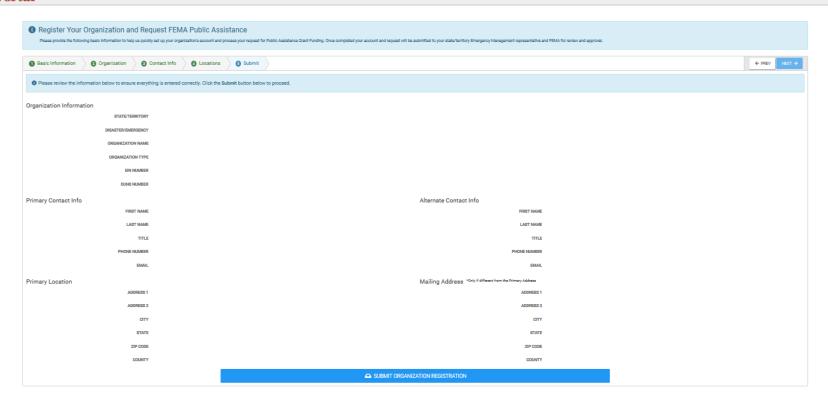






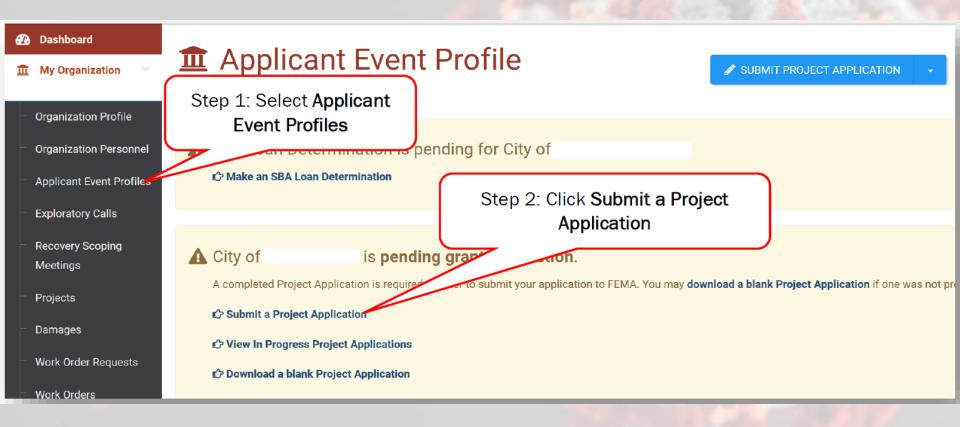
Register Your Organization and Request FEMA Public Assistance Please provide the following basic information to help us quickly set up your organization's account and process your request for Public Assistance Grant Funding. Once completed your account and request will be submitted to your state/territory Emergency Management representative and FEMA for review and approval.						
1 Basic Information	2 Organization 3 Contact Info	4 Locations 5 Submit	← PREV NEXT →			
Note: To expedite your account to expedit to e	1 Note: To expedite your account and request approval process, only official government email addresses [.gov] and no personal email addresses should be used.					
Primary Contact Inf	Fo	Alternate Contact	Info			
FIRST NAME *		FIRST NAME				
LAST NAME *		LAST NAME				
TITLE *		TITLE				
PHONE NUMBER *		PHONE NUMBER				
EMAIL *		EMAIL				





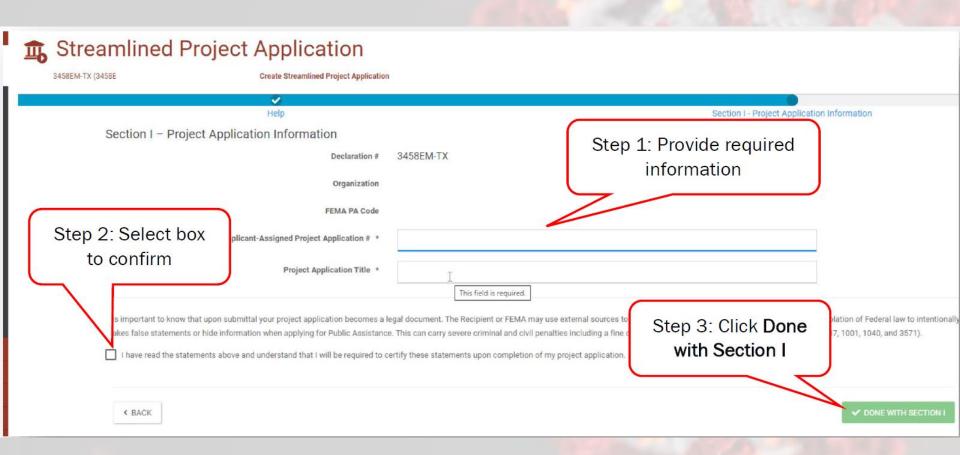
Completing and Submitting a COVID-19 Project Application

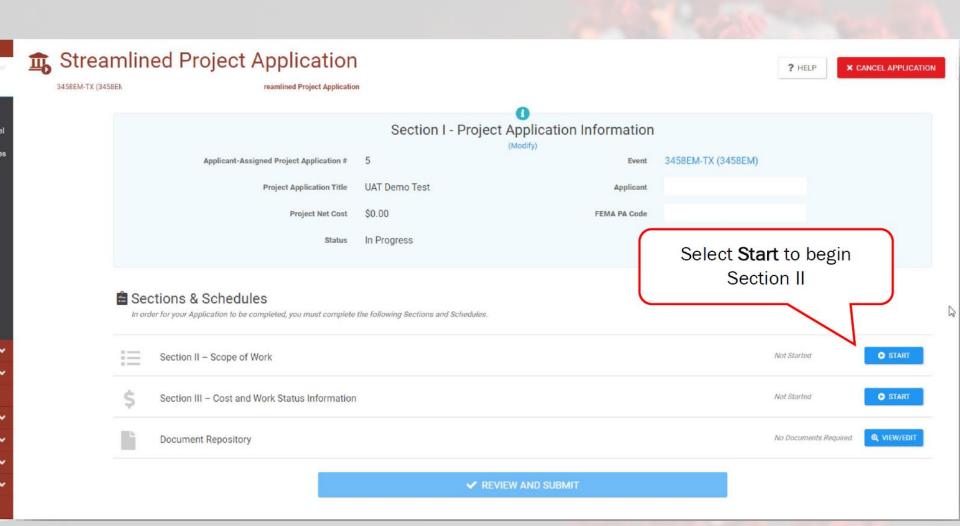
Creating the Project Application



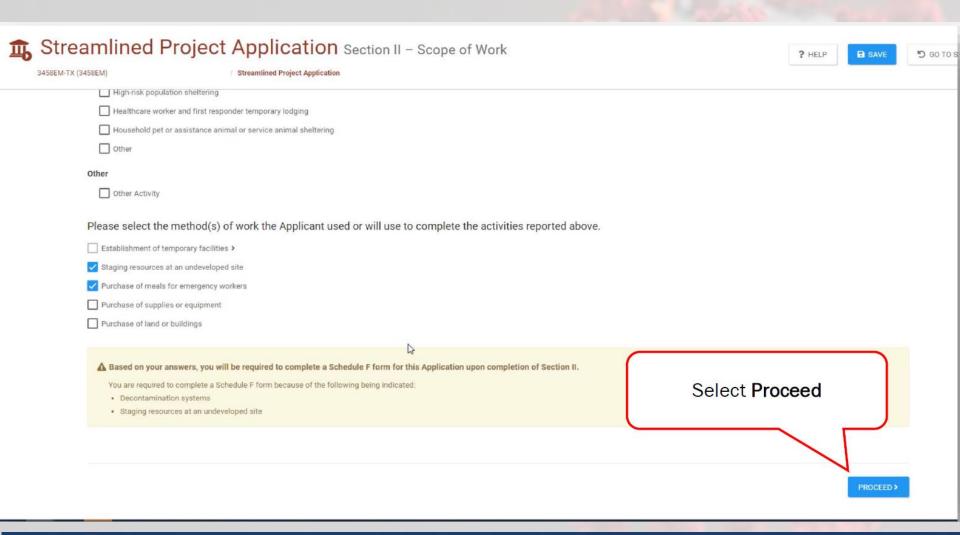
Filling Out the Project Application

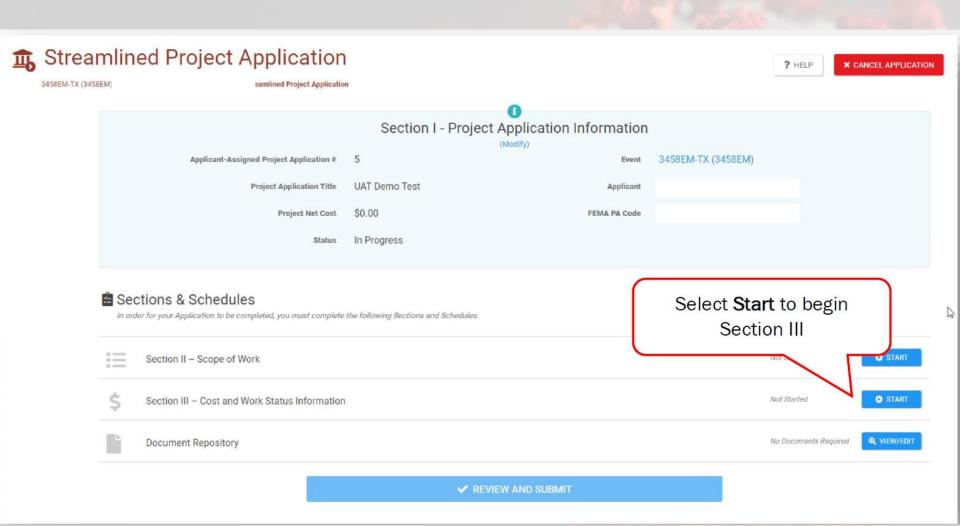
- The online project application will require the Applicant to fill out four sections:
 - Section I Project Application Information
 - Basic information identifying the activities for which funding is being requested
 - Section II Scope of Work
 - Description of activities that the Applicant conducted or will conduct in response to COVID-19
 - Section III Cost and Work Status Information
 - Cost of activities described in the Scope of Work and whether the work is not started, in progress, or complete.
 - Section IV Project Certifications
 - Certifications by the Applicant that activities and costs claimed comply with applicable laws and regulations.
- Based on responses in the first three sections of the online project application, at least one additional form or schedule will be required.





treamlined Project App	olication Section II - Scope of Wo	rk	? HELP
	ined Project Application	•	
Description of Activities	Locations	Documents	Sumn
Section II Instructions Applicants must complete this section and	describe the activities that the Applicant conducted or will conduct	n response to COVID-19. For certain activities, Applicants must pro	vide additional information in Schedules D a
Description of Activ	ities		
Please provide a brief description of	the activities the Applicant conducted or will con	duct. *	
		C ₈	
Please select all the activities the Ap	plicant conducted or will conduct. *		
Management, control, and reduction of immed	ate threats to public health and safety		
Emergency operations center activities			
Training			
Facility disinfection			
Technical assistance on emergency management	ement		
Dissemination of information to the public	to provide warnings and guidance		
Pre-positioning or movement of supplies, e	quipment, or other resources		
Purchase and distribution of food, water, or			





General Cost & Work Status Questions

Summary



Section III Instructions

Applicants must complete this section and provide the costs of the activities reported in Section II. Applicants must also complete Schedule A, B, C, or EZ as instructed to estimate a project cost.

General Cost & Work Status Ouestions

An Applicant may request approval for expedited funding from the Recipient and FEMA if they have an immediate need for funding to continue life-saving emergency protective measures. If approved, the Applicant will be awarded 50% of the FEMA-confirmed project cost based on initial documentation. However, the Applicant will then be required to provide all information, including all documentation to support actual incurred costs, to support the initial 50% of funding before receiving any additional funding. Applicants will be required to return any funds that were not spent in compliance with the program's terms and conditions. In general, Applicants who have never received FEMA Public Assistance funding and do not have significant experience with federal grant requirements should avoid expedited funding or, at a minimum, discuss expedited funding with their Recipient emergency management office prior to requesting expedited funding. Expedited funding is only available for activities completed during specific time periods.

Does the Applicant want to request expedited funding? *



Yes



A Based on your answers, you will be required to complete a Schedule A form for this application upon completion of Section III.

You are required to complete a Schedule A form because the Applicant is requesting expedited funding

- Schedule A, B, C, or EZ depending on the cost and activity status.
- Schedule D when claiming costs equal to or greater than \$131,1005 for certain activities.
- Schedule F when claiming costs for activities that may have environmental and historic preservation concerns.

Coot	Funding	Work	Cost Basis		Sche	dules	Rec	uire	d
Cost	Request Type	Status			В	C	D	ΕZ	F*
Between \$3,300 and \$131,100	Small	Any	Any					Х	Х
	Large Expedited	Any	Applicant-Provided Information	X					X
Equal to or greater		Complete	Actual Costs		Χ		Χ		X
than \$131,100	Large Regular	In-progress	Actual Costs & Applicant-Provided Information			Х	Х		Х
		Not started	Applicant-Provided Information			X	X		X

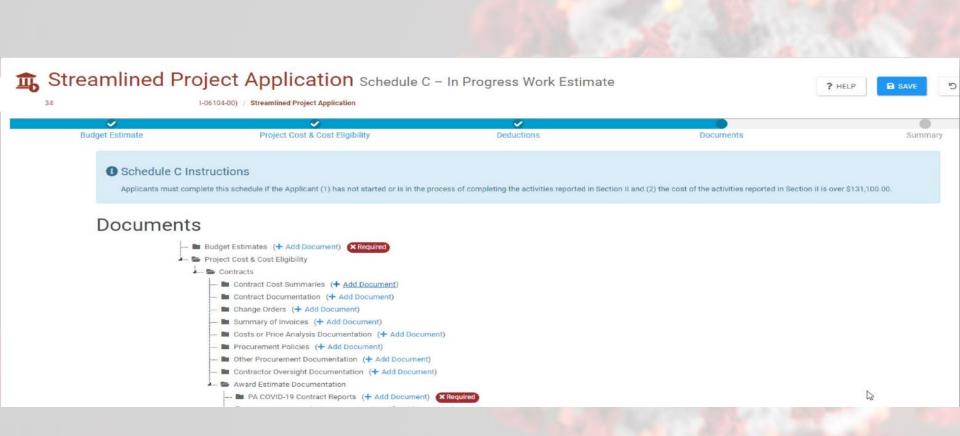
a Sections & Schedules

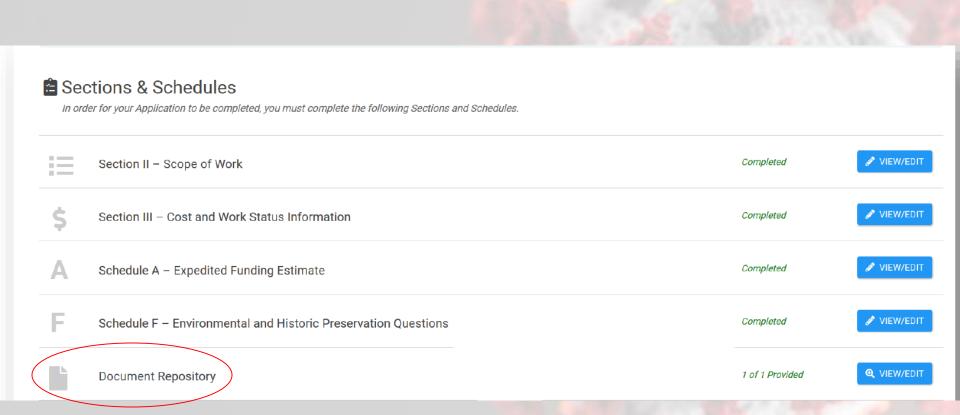
In order for your Application to be completed, you must complete the following Sections and Schedules.

∷	Section II – Scope of Work	Completed	✓ VIEW/EDIT
\$	Section III – Cost and Work Status Information	Completed	✓ VIEW/EDIT
A	Schedule A – Expedited Funding Estimate	Completed	✓ VIEW/EDIT
F	Schedule F – Environmental and Historic Preservation Questions	Completed	

Uploading Documentation

- In each section and schedule, the Applicant must upload supporting documentation. The project application may not be submitted if required documentation is not attached.
- The easiest way to upload required documents is to do so as the Applicant is filling out each section and schedule when prompted. The Applicant can also upload documents on the Document Repository tab of the summary page.





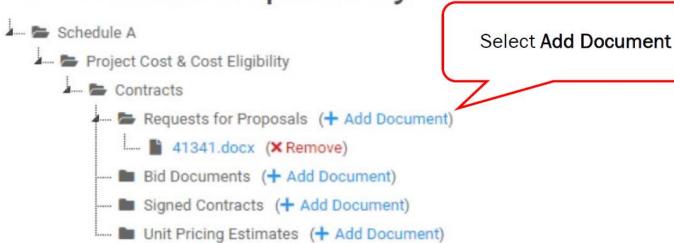


Streamlined Project Application Documents

3458EM-TX (3458EM) /

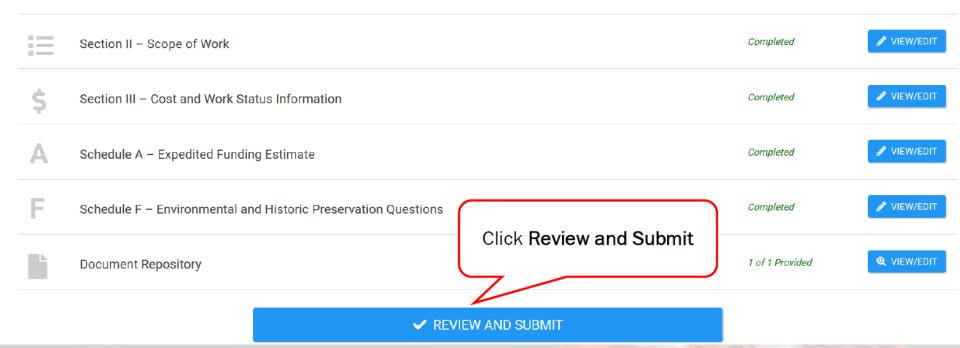
Streamlined Project Application

Document Repository



E Sections & Schedules

In order for your Application to be completed, you must complete the following Sections and Schedules.



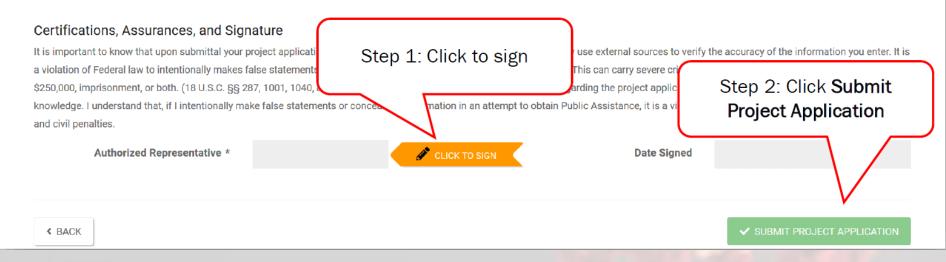
- The Applicant complied with federal, Recipient, and Applicant procurement requirements.
- The Applicant complied with all FEMA policies regarding equipment rates in accordance with the PAPPG.
- The Applicant complied with all FEMA policies regarding labor in accordance with the PAPPG.

Environmental and Historic Preservation Compliance Certifications

In accordance with the PAPPG, the Applicant will comply with applicable federal, state, and local laws; will provide all documentation requested to allow FEMA to ensure project applications comply with federal Environmental and Historic Preservation (EHP) laws, implementing regulations, and Executive Orders; and will comply with any EHP compliance conditions placed on the grant.

Documentation Certifications

In accordance with 2 C.F.R. §200.333 as well as state and local record retention requirements, the Applicant will maintain all documentation that supports this project application in its own files. This documentation will be required if the Applicant submits an appeal for additional funding, as well as in the case of any audits.

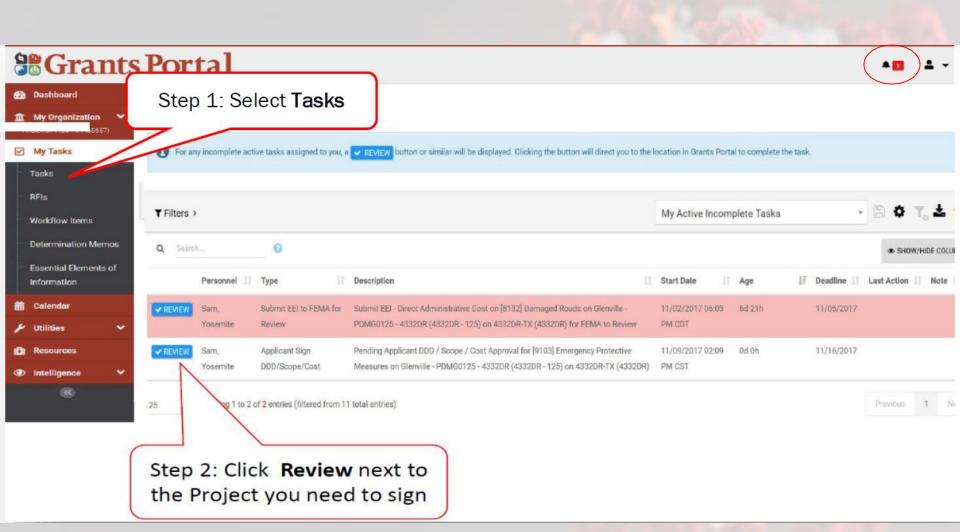


Consolidated Resource Center (CRC)

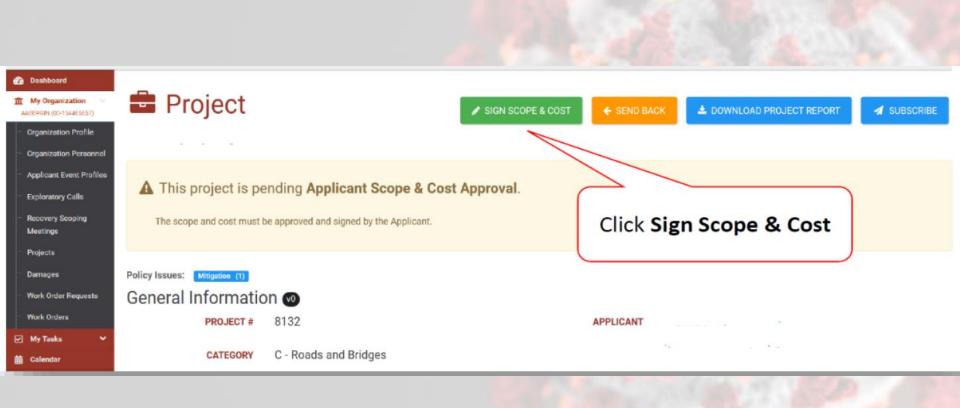
- Once Applicant submits project application the project status will update to "Pending CRC Development"
- The application has been routed to staff at a FEMA
 Consolidated Resource Center where FEMA
 specialists scope, cost, validate and review the
 information in the project application for compliance
 with all applicable laws and regulations.

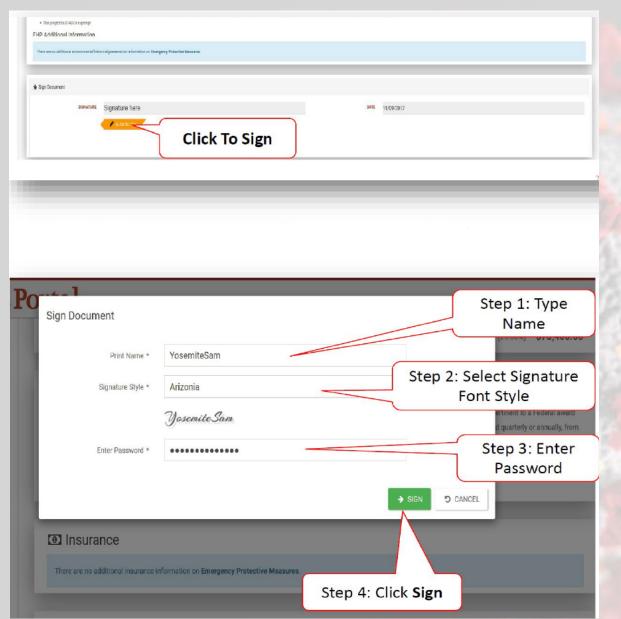
Reviewing and Signing a Project

- Once FEMA and the Recipient have approved the project, the Grants Portal system will send a notification to the Applicant that the application is ready for review.
- Go to the Tasks tab in Grants Portal and click
 "Review" to begin reviewing the project application.

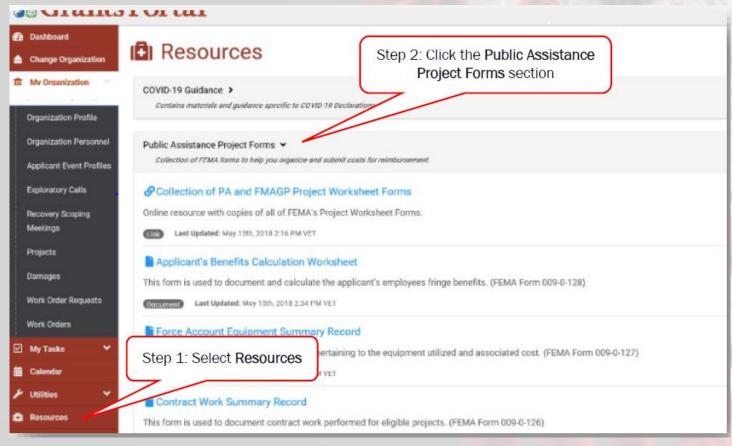




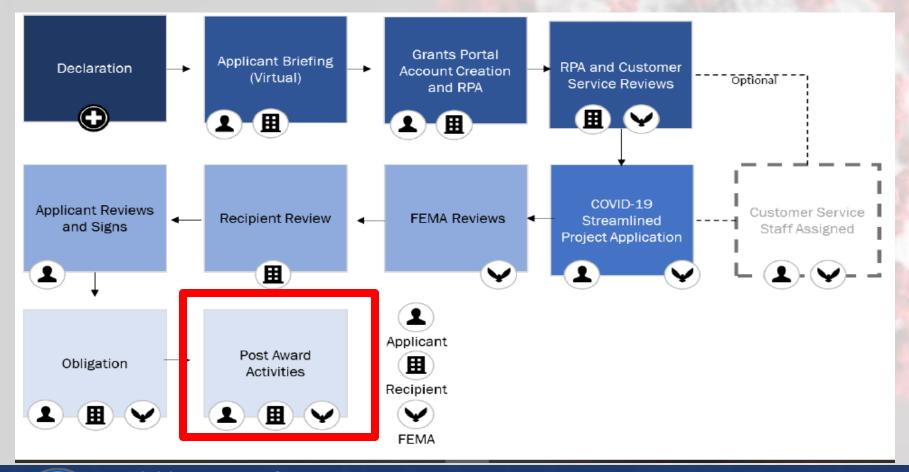




Resources and Forms



What Happens Post-Award?



What happens next?

- Subrecipient will be required to enter into a grant agreement which contains the federal terms and conditions of awards
- You may request reimbursement for your project costs
- You will be required to submit quarterly reports for large projects or projects that are not completed through closeout

Reimbursements

- For Small Projects (under \$131,300)
 - You may request the full federal share (75%) of your total project costs for Category B if the work is completed.
 - Category Z Costs will be reimbursed as documentation is provided to support the costs.

Reimbursements

- For large projects (above \$131,300)
 - You may request up to 25% of your federal share for completed work
 - The remaining share (federal and state) will be reserved until closeout
- Due to the unprecedented nature of this event, closeout timeline is unknown
- Smaller disasters have taken 2-4 years to close

VDEM Regional Technical Support

For technical assistance please note the following contacts:

Assignments	PA/Recovery Coordinator	Email
Regions 1, 5	Michelle Daschner	Michelle.Daschner@vdem.virginia.gov
Regions 4 & 6	Jennifer Dillon	Jennifer.Dillon@vdem.Virginia.gov
Regions 2, 3, & 7	Marcus Grant	Marcus.Grant@vdem.virginia.gov
Colleges/Universities	Jessica Roy	Jessica.Roy@vdem.Virginia.gov

VDEM State Agency Technical Support

For technical assistance please note the following contacts:

Assignments	PA/Recovery Coordinator	Email
Primary	Tricia Chappell	Tricia.Chappell@vdem.virgini.gov
Secondary	Debbie Messmer	Debbie.Messmer@vdem.Virginia.gov
Colleges/Universities	Jessica Roy	Jessica.Roy@vdem.Virginia.gov
General	Recovery Inbox	Recovery@vdem.Virginia.gov

VDEM Tribal Government Technical Support

For technical assistance please note the following contact:

Tribal Governments	PA/Recovery Coordinator	Email
ALL	Michelle Daschner	Michelle.Daschner@vdem.virginia.gov

VDEM PNP Technical Support

For Technical Assistance please note the following contacts:				
Geographic Area	PA/Recovery Coordinator	Contact		
VDEM Regions 1, 5, 7 (East)	Andrew Forcucci	aforcucci@olsongroupltd.com		
VDEM Regions 2, 3, 4, 6 (West)	Heather Williams	hwilliams@olsongroupltd.com		
Jessica Roy	Jessica Roy	Jessica.Roy@vdem.Virginia.gov		

Stay Updated

Register for Grant Updates

Questions

